



CYNTHIA A. HARDING, M.P.H.  
Interim Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.  
Interim Health Officer

313 North Figueroa Street, Room 708  
Los Angeles, California 90012  
TEL (213) 240-8156 • FAX (213) 481-2739

[www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)



BOARD OF SUPERVISORS

Hilda L. Solis  
First District

Mark Ridley-Thomas  
Second District

Sheila Kuehl  
Third District

Don Knabe  
Fourth District

Michael D. Antonovich  
Fifth District

June 16, 2016

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.  
Interim Director

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO AMEND  
CONTRACT NUMBER H-204251 WITH AUTOMATED CASE MANAGEMENT  
SYSTEMS, INC. FOR HIV/AIDS DATA MANAGEMENT, TRAINING, SYSTEMS  
LICENSE, AND MAINTENANCE SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on February 9, 2016, to execute amendments to the above-referenced contract that provide an increase or decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary, subject to review and approval by County Counsel and the Chief Information Office (CIO), and notification to your Board and the Chief Executive Office.

Under this authority, I will amend Contract Number H-204251 with Automated Case Management Systems, Inc. to increase the annual funding by \$66,000 for the term effective March 1, 2016 through February 28, 2017, increasing the annual maximum obligation from \$660,000 to \$726,000. This increase in funding is 100 percent offset by Centers for Disease Control and Prevention Comprehensive HIV Prevention Project funds.

The additional funding will be used to help offset the costs of developing and mapping HIV Casewatch data elements to HIV Casewatch Statistical Analysis Software datasets for the purpose of program planning and evaluation activities.

County Counsel and the CIO have reviewed and approved the amendment as to use. County Counsel has reviewed and approve this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:mr  
DA#03649

c: Chief Executive Officer  
County Counsel  
Chief Information Officer  
Executive Officer, Board of Supervisors